

Illinois EPA
Division of Water Pollution Control
Standard Operating Procedure
CAFO NPDES Permits
June 2011

Approved:

Division of Water Pollution Control

Date

This CAFOSOP is an intra-Agency document intended to govern the internal management review of CAFO NPDES permits. It is intended to provide guidance to Illinois EPA staff so that laws and rules we implement can be applied consistently. It is not intended to affect rights, privileges, or procedures available to the public.

**DIVISION OF WATER POLLUTION CONTROL
STANDARD OPERATING PROCEDURES FOR
CAFO NPDES PERMITS
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Section 1: INTRODUCTION

The purpose of this Concentrated Animal Feeding Operation Standard Operating Procedure (CAFOSOP) guide is to provide a consolidated reference document for use in training and orientation of employees. This guide will also be a useful reference tool for more experienced employees. The CAFOSOP identifies the technical information and application requirements for ~~the~~ individual and general National Pollutant Discharge Elimination System (NPDES) permits. This CAFOSOP will delineate all steps in the process, including responsible personnel and approximate process milestones. Additional information includes statute and rule authorization, ~~and~~ supporting documentation (when necessary). This CAFOSOP is only intended to describe routine conditions normally encountered with the issuance of CAFO NPDES permits. Additional processes and/or irregular conditions that could be involved with CAFO NPDES permits issuance will be considered independently of this CAFOSOP.

The CAFO NPDES permit program ensures that facilities discharging into the waters of the state comply with federal and state environmental regulations. U.S. EPA has delegated the administration of the CAFO NPDES permitting program to Illinois EPA. The Division of Water Pollution Control is directed to prepare CAFO NPDES permits for those facilities that discharge effluent to waters of the state.

The ~~document~~ application for an CAFO NPDES permit is customarily 10 to 40 pages in length and contains the terms and conditions under which a facility must operate in order to comply with federal and state regulations. Typical conditions include narrative standard operating and administrative requirements, and monitoring and reporting requirements. The nutrient management plan is also incorporated as the terms and conditions of the permit.

U.S. EPA established the CAFO NPDES permitting program under the Clean Water Act to protect waters of the nation by regulating discharges into those waters. The Illinois Environmental Protection Act (EPAct) not only requires regulation of dischargers but also of facilities with a potential to cause water pollution. CAFOs are subject to the regulations of Subtitle E: Agriculture Related Pollution adopted by the Illinois Pollution Control Board (PCB).

Section 2: STATUTORY AND REGULATORY AUTHORITY FOR PROCESS

2.1 Illinois Statutory Authority

- Illinois Environmental Protection Act, 415 ILCS 5/1 *et seq.*

2.2 Illinois Regulatory Authority

- Ill. Administrative Code Subtitle E

2.3 Federal Statutory Authority

- 33 USC §1342

2.4 Federal Regulatory Authority

- 40 CFR, Parts 122-125
- 40 CFR, Parts 129-132
- 40 CFR, Part 135
- 40 CFR, Part 136
- 40 CFR, Part 401
- 40 CFR, Part 403
- 40 CFR, Parts 412

2.5 Applicable Illinois Policy

- Memorandum of Agreement (Delegation of Authority) between the U.S.U.S. Environmental Protection Agency and Illinois EPA

Comment [jsocha1]: Include date of MOA

Section 3: DEFINITION OF TERMS

“NPDES” means National Pollutant Discharge Elimination System.

“Waters of the State” means all accumulations of water, surface and underground, natural and artificial, public and private, or parts thereof, which wholly or partly within, flow through, or border upon this State.

Further “Definitions” concerning the EPAct and the Illinois PCB rules pertaining to the duties of the Division of Water Pollution Control may be found at 35 Ill. Adm. Code Subtitles C and E.

Section 4: PROCESSING FORM

STEP #	ACTIVITY	DATE	INITIALS
1	Date Application Received		
2	Records Unit Log in		
3	Approved by Reviewer for 15-day Notice (Individual Permits)		
4	Approved by Unit Manager (Individual Permits)		
5	To Public Notice Clerk for 15-day Notice (Individual Permits)		
6	Re: 15-day Notice (Individual Permits)		
7	Returned to Reviewer (Individual Permits)		
8	Approved by Reviewer for Public Notice		
9	Approved by Unit Manager		
10	To Public Notice Clerk for 30-day Notice		
11	Re: Public Notice		
12	Returned to Reviewer		
13	Approved by Reviewer for Issuance		
14	Approved by Unit Manager		
15	Approved by Section Manager		
16	Issued		

Section 5: PROCESS PROCEDURES

Responsible Person	Steps
Unit Manager	Assign permit. <ul style="list-style-type: none"> For new permit, review application and any other related documentation to determine appropriate assignment Notify Records Unit Clerk of permit assignments Assign permit and forward to Permit Writer
Permit Clerk	Section <ul style="list-style-type: none"> Receive application Date stamp application Note receipt of application by comparing to permit tracking database For existing permit, refer to tracking database to recall permit assignment; Enter new application into CAFO tracker Enter revisions into CAFO tracker Give new application to Records Unit Clerk Application forwarded to Permit Writer Date stamp other submitted information to supplement application or associated correspondence Enter revision date into CAFO tracker Forward to Permit Writer
Permit Writer	Review application. <ul style="list-style-type: none"> Enter revisions into CAFO tracker Review the application for completeness within 30 days of receipt of application. Notice of Incompleteness (NOI) or public notice (PN) to be issued within 60 days of receipt of application. Upon completion of review for completeness enter completeness review date in CAFO tracker or have Permit Section Clerk enter date. If application is incomplete, issue a Notice of Incompleteness. If minor deficiencies can be resolved by

Comment [jsocha2]: Permit Section Clerk also has step of forwarding to permit writer. See last bullet of next section.

Comment [jsocha3]: Are revisions referring to a revised permit application submitted in response to a NOI?

Comment [jsocha4]: Unclear who gets permit application and when they receive it and from whom. Additionally, according to Unit Manager steps above, the permit has already been forwarded to permit writer.

Comment [jsocha5]: When does this information get forwarded and to whom?

Comment [jsocha6]: Is this a different revision than the revision in the 4th bullet above?

Comment [jsocha7]: Duplicate task?

Comment [jsocha8]: Is this a different task from what is included in the Permit Section Clerk steps above?

	<p>phone or email within 30 days of receipt of application contact applicant to obtain necessary information, otherwise draft and issue Notice of Incompleteness.</p> <ul style="list-style-type: none"> • If submittal of Notice of Incompleteness is required draft Notice of Incompleteness for Permit Writer or Unit Manager signature. • Notice of Incompleteness or Public Notice must be issued within 60 days of receipt of application. Notice of Incompleteness must request response within 30 days of date of Notice of Incompleteness. • Determine if new or expanded discharge and applicability of Antidegradation • If new or expanded, refer to Standards Section Manager for receiving stream tier and antidegradation determination • Once review is complete, forward application, drafted letters, draft permit (if individual permit) and the Antidegradation to the Unit Manager for sign off on Public Notice for general permit coverage or 15 day notice for individual permit coverage. 	<p>Comment [jsocha9]: How is the decision of who signs made and who makes this decision?</p> <p>Comment [jsocha10]: Are these steps applicable to CAFO permits?</p> <p>Comment [jsocha11]:</p> <p>Comment [jsocha12R11]: How many days after determination of complete permit application does the permit writer have to forward the package to the Unit Manager?</p> <p>Comment [jsocha13]: CAFOSOP should identify what letters should be included in package that is sent to Unit Manager for sign off.</p>
Records Unit Clerk	<p>Process application.</p> <ul style="list-style-type: none"> • For new permit, assign permit number and log in application, using new number. NPDES permit numbers are assigned from a list of numbers. This list is kept by the Records Unit Clerk. • New application, get assignment of permit application from Unit Manager • Deliver application to Permit Writer 	<p>Comment [jsocha14]: Is "deliver" different from "forward"? In prior steps the Unit Manager and Permit Section Chief have already forwarded permit application to permit writer.</p>
Permit Writer	<p>Prepare first draft permit or letters for general permit coverage notice and related standard correspondence. Public Notice or Notice of Incompleteness to be completed within 30 days of date of date of completeness review completion.</p> <ul style="list-style-type: none"> • Review file for any pertinent issues that need to be addressed • Review antidegradation analysis • Assemble all pertinent information to be included in the permit and/or the rationale • Prepare the cover letter for the draft permit, the letters to F&W Service, the Corps of Engineers and any other party that will receive the 30-day notice and the cover letter for the final permit 	<p>Comment [jsocha15]: Can the Permit Writer steps above be combined with these steps? Some appear to be duplicate steps and it is confusing to have similar steps for the permit writer in two places in the process, one before and one after the Records Unit Clerk delivers the application to the permit writer.</p> <p>Comment [jsocha16]: The CAFOSOP should include a list of the letters needed.</p> <p>Comment [jsocha17]:</p> <p>Comment [jsocha18R17]: This step should also state that completeness review needs to be completed within 30 days of receipt of permit application. Also, the CAFOSOP should provide a timeframe for completing the package sent to the Unit Manager for review in the scenario when no NOI is needed.</p>

	<ul style="list-style-type: none"> • Write review notes for the file to document and assemble the information necessary for permit development • Develop permit conditions for individual permit. <ul style="list-style-type: none"> • Review 40 CFR to determine any applicable technology-based limits • Determine and apply any other special conditions (compliance schedules, stream monitoring, etc.), as necessary 	<p>Comment [jsocha19]: This direction appears to be more appropriate for non-CAFO NPDES permits.</p>
Unit Manager	<p>Review draft permit or general permit coverage notice letters.</p> <ul style="list-style-type: none"> • Review file and draft permit or general permit coverage letters • Provide comments and mark needed revisions • If revisions are needed, return permit file and draft to Permit Writer • Note returned file may need Notice of Incompleteness prepared. • If Notice of Incompleteness is for unit Manager signature, review file and draft Notice of Incompleteness. • If no revisions are needed, sign appropriate letters for 15- or 30-day notice, initial and date the processing sheet or sign Notice of Incompleteness and place the file in the Permit Section Clerk's in-box 	<p>Comment [jsocha20]: The CAFOSOP should provide number of days allowed for these steps to assure that final permit decision can be made within 180 days.</p> <p>Comment [jsocha21]: According to prior timeframes, the NOI should be completed within 60 days of receipt of permit application. It is not clear if this NOI will be issued within the 60 day timeframe.</p> <p>Comment [jsocha22]: It is unclear who is drafting the NOI?</p> <p>Comment [jsocha23]: Language should be included for Unit Manager signature of a package sent back to the permit writer for edits then returned to Unit Manager for signature. The current CAFOSOP language only provides for one review of the package by the Unit Manager. Number of days allowed for each of these reviews should also be included.</p> <p>Comment [jsocha24]: The CAFOSOP should provide number of days allowed for these steps to assure that final permit decision can be made within 180 days.</p>
Permit Writer	<p>If revisions to the draft permit, letters, Notice of Incompleteness are needed, receive file from Unit Manager and comments on draft permit, letters or NOI. Review any comments from Unit Manager</p> <ul style="list-style-type: none"> • Make necessary corrections and return permit file and revised draft to Unit Manager 	
Permit Section Clerk	<p>Place draft on public notice.</p> <ul style="list-style-type: none"> • Prepare formal public notice for publication • Send copy of application and appropriate documents to be posted on Agency web site • Place application file in designated filing area to hold until the public notice comment period has ended • Return application file to Permit Writer after notice period has expired • If Notice of Incompleteness is signed, make copies, log out in CAFO tracker and mail out appropriate copies 	<p>Comment [jsocha25]: The CAFOSOP should include the number of days allowed for these steps.</p>

Permit Writer	<p>Revise draft permit and/or prepare final permit. If no public comments permit coverage to be issued within 180 days of receipt of application.</p> <ul style="list-style-type: none"> • Review any comments from the public. Prepare response letters as necessary for the Section Manager's signature and if appropriate, make revisions to the draft permit, have applicant revise application or nutrient management plan. • Review any comments from the permittee and make appropriate revisions to the draft individual permit • Prepare responses to comments received during the 30-day notice • Review and resolve any comments from the EPA and make revisions to the draft permit if needed • Prepare letters for the Section Manager's signature which outlines the specific requests and the Division's action regarding each • Route the permit file with the revised permit/application/NMP and any response letters to the Unit Manager • If any requests for a public hearing are made, forward any such requests to the Unit Manager, including a recommendation as to whether or not a public hearing is warranted • Determine if revisions to the draft permit/application/NMP warrant an additional comment period. Advise Unit Manager of appropriate course of action • Send to all documents to the Unit Manager for final review 	<p>Comment [jsocha26]: The CAFOSOP needs to include the number of days allowed for these steps.</p> <p>Comment [jsocha27]: How many days are allowed to issue final permit if there are public comments? The overall timeframe for issuing a permit should provide for time to resolve and respond to comments and still take a final permit action within 180 days.</p> <p>Comment [jsocha28]: Are individual responses provided or will a responsiveness summary be completed?</p>
Unit Manager	<p>Review revised draft permit/application/NMP and response letters.</p> <ul style="list-style-type: none"> • Review revised draft permit/application/NMP and any response letters and mark any necessary corrections • Forward to Section Manager 	<p>Comment [jsocha29]: The CAFOSOP should include timeframes for these steps.</p>
Section Manager	<p>Review revised draft permit/application/NMP and response letters.</p> <ul style="list-style-type: none"> • Review revised draft permit/application/NMP and any response letters and mark any necessary corrections • If a public hearing is appropriate, instruct the Permit Writer to schedule one, return permit file and draft permit/application/NMP to Permit Writer • Determine if an additional comment period is needed 	<p>Comment [jsocha30]: The CAFOSOP should include a timeframe for these steps.</p> <p>Comment [jsocha31]: Please clarify who makes the decision on whether to hold a public hearing and the timeframe for making this decision. It appears that the permit writer provides a recommendation and the Section Manager makes the final decision on whether to hold a public hearing.</p>

	<ul style="list-style-type: none"> • Review permit/application/NMP for completeness and accuracy • Check the issuance, effective and expiration dates on the cover page • For NPDES permits, sign the cover letter and the permit • Forward all permit files to the Permit Section Clerk • 	
Permit Section Clerk	<p>Final permit action.</p> <ul style="list-style-type: none"> • Make copies of signed permit for the appropriate DWPC FOS Regional Office, for the official file, and, for those instances where the discharge may have an impact on a neighboring state, for the appropriate state water pollution control agency • Mail copies • Make the necessary log entries in ICIS, CAFO tracker and other appropriate databases • Return the permit file to Records Unit 	Comment [jsocha32]: The CAFOSOP should include a timeframe for these steps.
Permit Writer	<p>Violation Notices</p> <ul style="list-style-type: none"> • If application cannot be public noticed or permit issued within 180 days of receipt of application due to inadequate response from the applicant, contact Compliance Assurance or Division of Legal Counsel regarding preparation of Violation of Notice under Section 31 of Illinois Environmental Protection Act or prepare denial of permit application. 	Comment [jsocha33]: The CAFOSOP should include a timeframe for making a decision that permit cannot be issued and/or applicant has not provided adequate response to NOI. The Violation Notice should be issued soon enough to allow the applicant time to provide a response within the 180 day time period planned for a final permit decision. A sample Violation Notice should be provided in Appendix C.
Permit Writer/Compliance Assurance Section/Division of Legal Counsel	<p>Referral to Illinois Attorney General Office or USEPA</p> <ul style="list-style-type: none"> • If inadequate responses to Denial or Violation Notice, notify Compliance Assurance Section or Division of Legal Counsel for issuance of Violation Notice under Section 31 of Illinois Environmental Protection Act or referral to USEPA for Section 308 action under the Clean Water Act. 	Comment [jsocha34]: The CAFOSOP should include a timeframe for making a referral to the AG. The referral should be within a specified number of days of receipt of a response or lack of response to a Violation Notice.
Compliance Assurance Section/Division of Legal Counsel	<p>Receive notice from Permit Writer of inadequate response to Notice of Incompleteness or Denial</p> <ul style="list-style-type: none"> • Prepare and send violation notice to applicant 	Comment [jsocha35]: The CAFOSOP should include a timeframe for this step.

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APPENDIX B: APPLICATION FORMS

FORM 1- attached at end of SOP

FORM 2B- attached at end of SOP

APPENDIX C FORM LETTERS

NOTICE OF INCOMPLETENESS - attached at end of SOP

COE NOTICE PROPOSED GENERAL PERMIT COVERAGE - attached at end of SOP

FWS NOTICE PROPOSED GENERAL PERMIT COVERAGE - attached at end of SOP

APPLICANT NOTICE PROPOSED GENERAL PERMIT COVERAGE - attached at end of
SOP

FINAL GENERAL PERMIT COVERAGE LETTER attached at end of SOP

APPENDIX E: LIVESTOCK FACILITY REVIEW CRITERIA

Application contents

Each CAFO application must contain NPDES application forms, 1General and 2B, a topographic map of the facility, a nutrient management plan (NMP), a stormwater management plan and spill control and prevention plan. All forms must be properly signed by the appropriate party. All applications must be assigned an NPDES number and date stamped. Applications shall include an electronic copy of all submitted material, and program files such as Manure Management Planner utilized to develop the nutrient management plan may also be requested to be submitted.

Comment [jsocha36]: Direction to the permit writer regarding when program files should be requested should be provided in the SOP.

General review

The NMP, stormwater management plan and the spill control and prevention plan must be reviewed for general and technical completeness. Regardless of the source of the plan (whether from a web-based system, a proprietary planner or a site-specific plan), the plans can be reviewed against the technical criteria found [\[include rule citation where permit writer can find technical criteria for NMP, stormwater management plan and spill control and prevention plan\]](#) and in the Illinois Manure Management Plan (IMMP), found at <http://www.livestocktrail.uiuc.edu/manure/>. The contents of the plans can be reviewed for completeness by using the IMMP “Contents Checklist”. The NMP must be checked against and conform with the requirements of the CAFO general permit (GP) if coverage is to be made in that manner. The elements of a plan contained in and governed by the GP are indicated by the appropriate general permit Special Condition or standard(example: SC-1).

[\[1\]](#)

In addition to utilizing IMMP “Contents Checklist” the NMP storage and applications rates calculations/methods will be checked. When appropriate the following technical documents or programs will be used to verify NMP accuracy and completeness.

Comment [jsocha37]: When is it appropriate to use these guidance documents? Better direction should be provided to the permit writer regarding when and how to utilize the following guidance documents in the completeness review.

Documents:

NPDES Permit Writers’s Guidance Manual -- For Concentrated Animal Feeding Operations - USEPA
NRCS Agricultural Waste Management Field Handbook - USDA
MWPS Livestock Waste Facilities Handbook (MWPS-18)– Midwest Plan Service
MWPS Livestock and Poultry Environmental Stewardship Curriculum – Midwest Plan Service
MWPS Manure Management Series – Midwest Plan Service
The Illinois Agronomy Handbook – University of Illinois
USEPA Managing Manure Nutrients at Concentrated Animal Feeding Operations - USEPA
Recommended Methods of Manure Analysis (A3769) – University of Wisconsin et al.

Software:

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NRCS Animal Waste Management - USDA
Purdue Manure Management Planner – Purdue University
SPAW Hydrology and Water Budgeting – Oregon State University

The NMP will be further reviewed for completeness based on the following standards as applicable and chosen by the applicant:

8 Illinois Admin. Code, Subpart H: Waste Management Plan of the Livestock Management Facilities Act regulations (8 Ill. Adm. Code 900) or USDA NRCS Illinois Standards -590 Nutrient Management and 633 Waste Utilization adopted in 2002

NRCS 590 Nutrient Management and NRCS 633 Waste Utilization

NMP review

The following elements within each plan should be present and complete:

Manure Storage Information

- Type of waste storages, (SC-4.e.v)
- Volume of manure and wastewater produced, Form 2B
The following sources may be used to obtain the amount of waste generated: MidWest Plan Service, MWPS-18, Livestock Waste Facilities Handbook, Table 2-1, or 35 Ill. Adm. Code 560, Table 1.
- Volume required to contain the 25-yr/24-hr event with the exception of indoor storage, as well as large swine, poultry, and veal facilities constructed after 04/14/2003 (SC-3.c)(SC-3.j.)
- N loss due to storage and application methods (Subtitle E Part 560) (MWPS-18)
- Temporary stacks, runoff and leachate control (SC-3.i)
- Temporary stacks, <6 months operation (SC-3.i)
- Temporary stacks, not in 10 year floodplain (SC-3.i)
- Temporary stacks, setbacks (SC-3.i)
- Plans indicating adequate storage for weather and other contingencies (SC-4.e.v)(SC-4.e.ii)
- Integrity and operation inspection procedures and schedule for structures and facilities (SC-7.e)(SC-7.j.)(SC-7.k.)(SC-7.c.)(SC-7.d)

Animal Categories

- Animal size
- Number of animals
- Animal units
- Associated waste handling system

Field Maps

- Aerial photos and maps (NRCS 590-6)
- Topographic maps
- Available acreage

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Residences, businesses, common places of assembly (NRCS 590-5)

Rivers, Lakes, Streams, wells, waterways

Location of impaired waters (SC-3.i)

NRCS 590 Nutrient Mngement and NRCS 633 Waste Utilization (continued)

Lease Agreement for Application Fields

Document waste transferred and to which persons (SC-4.f.)(NRCS 633-1)

Anticipated crop(s)

Crop Rotation, Nutrient Needs and Nutrient Management

Physical limits governed by soil hydraulic limits, slope, cover crop, erosion (SC-4.a)

Odor control practices (SC-4.b) (NRCS 633-2)

Application practices that avoid runoff and saturated soils (SC-4.c)

Cropping schedule for each field for the duration of permit coverage and 5 years (NRCS 509-6)

Targeted crop yield goal (NRCS 590-2)

Nutrient value of the waste (NRCS 633-3) (MWPS-18) (Chapter 11 Agricultural Waste Management Field Handbook) (Subtitle E Part 560)

Application method(s) (NRCS 590-2)

N and P soil test (NRCS 590-2) (Illinois Agronomy Handbook)

Plant N available and mineralization

N required by crop grown (NRCS -590-3) (Illinois Agronomy Handbook)

N credits (NRCS 590-3) (Illinois Agronomy Handbook)

Agronomic P demand (SC-4.c.v)(NRCS 590-3)(NRCS 633-2 and 3) (Illinois Agronomy Handbook)

Phosphorus application rate limit (SC-4.c)(NRCS 590-3)(NRCS 633-2 and 3) (Illinois Agronomy Handbook)

Application rate based on N or P (SC-4.c.v)(NRCS 590-3)(NRCS 633-2 and 3) (Illinois Agronomy Handbook)

Multi-year application rate basis (SC-4.c.v)(NRCS 590-3)(NRCS 633-2 and 3)

Plant N available and mineralization (NRCS 590-3)

Field Application

Land area required.

List of fields and the planned livestock waste application amount for each

Setbacks for residences (1/4 mile)

Setbacks for surface waters (200 feet) (SC-4.c.vi)

Setbacks for potable wells (200 feet) (SC-4.c.viii)

Liquid manures shall not be applied to cropland with slopes over 15% (NRCS 633-1)

Liquid manures shall not be applied to soils with less than 10 inches of at least moderately permeable soil over fractured bedrock, sand, or gravel. (NRCS 633-1)

NRCS 590 Nutrient Mngement and NRCS 633 Waste Utilization (continued)

No application shall occur on organic soils with seasonal water table within 1 foot of the surface. (NRCS 633-1)

Setbacks for drainage or injection well, subsurface drainage intakes, sinkholes, waterways or other conduits to waters (100 feet, or 35 ft. vegetative buffer) (SC-4.c.vi)

Location relative to the 10-year floodplain (SC-4.c.ix)

Application in 10-yr floodplain prohibition unless injected or incorporated (SC-4.c.ix)

Winter spreading (slopes to be <5% or adequate erosion controls in place), (NRCS 633-

1)

Winter spreading to prevent runoff (SC-4.c.vii)

Winter application prevention plan to show adequate storage (SC-4.e.ii)

Limitation on application during and after rainfall (SC-4.c.ii)(SC-4.c.iv)

Site specific erosion control practices (SC-4.e.i)

Field monitoring and inspection plan (SC-4.e.iii)

Integrity inspection procedures and schedule for subsurface drains (SC-7.e.)

Manure and Soil Sampling

Sampling number and location (Illinois Agronomy Handbook Page 92-95)

Sample handling procedures (Illinois Agronomy Handbook Page 92-95)

Soil and livestock waste test methods (SC-4.e.vi) (Illinois Agronomy Handbook Page 92-95)

Process to provide off-site manure receivers to have proper manure analysis (SC-4.f)

Records

Recordkeeping process or forms (SC-4.e.xi) (SC-7)

Record of off-site manure receivers name, address, location, topo map and acreage (SC-4.f)

Land application and rate calculation records (SC-7.g) (SC-7.n)

Amount of N and P applied to each field from all sources (SC-7.o)

Manure sampling records (SC-7.h)

Manure and soil test methods (SC-7.m)

Dead animal management records (SC-7.i)

Storage facility records (SC-7.i)

Other

Chemical storage and disposal (SC-3.f) (SC-4.e.viii)

Prohibiting livestock from contacting waters of the State (SC-3.g)

Dead animal handling units and runoff control (SC-3.h) (SC-4.e.vii)

Raw material, by-products and products storage (SC-3.k)

Preventing livestock from having direct contact to surface waters (SC-4.e.ix)

Daily inspection and deficiency correction procedures for water lines (SC-7.k)

Livestock Management Facilities Act

NMP review

The following elements within each plan should be present and complete:

Manure Storage Information

Type of waste storages, (SC-4.e.v) (LMFA 900.803(d))

Volume of manure and wastewater produced, Form 2B (LMFA 900.903 (m.1) and 900.804)

The following sources may be used to obtain the amount of waste generated: MidWest Plan Service, MWPS-18, Livestock Waste Facilities Handbook, Table 2-1, or 35 Ill. Adm. Code 560, Table 1.

Volume required to contain the 25-yr/24-hr event with the exception of indoor storage, as well as large swine, poultry, and veal facilities constructed after 04/14/2003 (SC-3.c)

N loss due to storage and application methods (LMFA 900.803(m.2))

Temporary stacks, runoff and leachate control (SC-3.i)

Temporary stacks, <6 months operation (SC-3.i)

Temporary stacks, not in 10 year floodplain (SC-3.i)

Temporary stacks, setbacks (SC-3.i)

Plans indicating adequate storage for weather and other contingencies (SC-4.e.v)(SC-4.e.ii)

Integrity and operation inspection procedures and schedule for structures and facilities (SC-7.e)(SC-7.j)(SC-7.k)(SC-7.c)(SC-7.d)

Livestock Management Facilities Act (continued)

Animal Categories (LMFA 900.803(e))

- Animal size
- Number of animals
- Animal units
- Associated waste handling system

Field Maps

- Aerial photos and maps (LMFA 900.803(f)) and (NRCS 590-6)
- Topographic maps
- Available acreage (LMFA 900.803(f))
- Residences, businesses, common places of assembly (LMFA 900.803(f))

- Rivers, Lakes, Streams, wells, waterways (LMFA 900.803(f))
- Location of impaired waters (SC-3.l)

Lease Agreement for Application Fields

- Copies of the agreements (LMFA 900.803(g))
- Anticipated crop(s)

Crop Rotation, Nutrient Needs and Nutrient Management

- Physical limits governed by soil hydraulic limits slope, cover crop, erosion (SC-4.a)

- Odor control practices (SC-4.b) (LMFA 900.816)

- Application practices that avoid runoff and saturated soils (SC-4.c)

- Cropping schedule for each field for the duration of permit coverage (LMFA 900.803(h))

- Targeted crop yield goal (LMFA 900.803(i)), ((LMFA 900.807)

- Nutrient value of the waste (LMFA 900.803(j)) (MWPS-18) (Chapter 11 Agricultural Waste Management Field Handbook) (Subtitle E Part 560)

- Application method(s), (LMFA 900.803(k))

- N and P soil test (LMFA 900.812(f)) (Illinois Agronomy Handbook)

- Plant N available and mineralization (LMFA 900.803(m.5))

- N required by crop grown (LMFA 900.803(m.6) (Illinois Agronomy Handbook)

- N credits (LMFA 900.808) (Illinois Agronomy Handbook)

- Agronomic P demand (SC-4.c.v) (LMFA 900.813) (Illinois Agronomy Handbook)

- Phosphorus application rate limit (SC-4.c) (LMFA 900.816) (Illinois Agronomy Handbook)

- Application rate based on N or P (SC-4.c.v) (Illinois Agronomy Handbook)

- Multi-year application rate basis (SC-4.c.v)

- Plant N available and mineralization (LMFA 900.803(m.3))

- Integrity inspection procedures and schedule for subsurface drains (SC 7 e)

Livestock Management Facilities Act (continued)

Field Application

- Land area required (LMFA 900.803(m.9))
- List of fields and the planned livestock waste application amount for each (LMFA 900.811 and 900.813)
- Setbacks for residences (1/4 mile) (LMFA 900.803(o))
- Setbacks for surface waters (200 feet) (SC-4.c.vi)
- Setbacks for potable wells (200 feet) (SC-4.c.viii)
- Setbacks for drainage or injection well, subsurface drainage intakes, sinkholes, waterways or other conduits to waters (100 feet, or 35 ft. vegetative buffer) (SC-4.c.vi)
- Location relative to the 10-year floodplain (SC-4.c.ix)
- Application in 10-yr floodplain prohibition unless injected or incorporated (SC-4.c.ix)
- Winter spreading (<5% unless adequate erosion controls in place),
- Winter spreading to prevent runoff or no potential to runoff (SC-4.c.vii)
- Winter application prevention plan to show adequate storage (SC-4.e.ii)
- Limitation on application during and after rainfall (SC-4.c.ii)(SC-4.c.iv)(LMFA 900.803(u))
- Site specific erosion control practices (SC-4.e.i)
- Field monitoring and inspection plan (SC-4.e.iii)
- Integrity inspection procedures and schedule for subsurface drains (SC-7.e.)

Manure and Soil Sampling

- Sampling number and location (LMFA 900.811 and 900.812 and Illinois Agronomy Handbook Page 92-95)
- Sample handling procedures (Illinois Agronomy Handbook Page 92-95)

- Soil and livestock waste test methods (SC-4.e.vi) (Illinois Agronomy Handbook Page 92-95)
- Process to provide off-site manure receivers to have proper manure analysis (SC-4.f)

Records

- Recordkeeping process or forms (SC-4.e.xi) (SC-7)
- Record of off-site manure receivers—name, address, location, topo map and acreage (SC-4.f)
- Land application and rate calculation records (SC-7.g) (SC-7.n)
- Amount of N and P applied to each field from all sources (SC-7.o)
- Manure sampling records (SC-7.h)
- Manure and soil test methods (SC-7.m)
- Dead animal management records (SC-7.i)
- Storage facility records (SC-7.i)

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Other

- Chemical storage and disposal practices (SC-3.f) (SC-4.e.viii)
- Practices prohibiting livestock from contacting waters of the State (SC-3.g)
- Dead animal handling units and runoff control practices (SC-3.h) (SC-4.e.vii)
- Raw material, by-products and products storage (SC-3.k)
- Practices preventing livestock from having direct contact to surface waters (SC-4.e.ix)
- Daily inspection and deficiency correction procedures for water lines (SC-7.k)

The following items are required for all CAFO NPDES applications:

Stormwater plan review

The following elements within each plan should be present and complete:

Plan for the minimization of uncontaminated stormwater from entering the production areas and manure storage areas, access roads, material handling sites, refuse sites, storage and maintenance areas, shipping and receiving areas (SC-4.e.x) (SC-6)

Housekeeping and preventative maintenance procedures (SC-6)

Monthly visual inspections (SC-6)

Weekly inspection and deficiency correction process for storm water diversions, roof guttering and other stormwater management systems (SC-7.j)

Emergency plan review

The following elements within each plan should be present and complete:

Spill control and prevention plan, containing the containment methods, cleanup procedures and waste disposal (SC-5.a)

Other

Annual reporting

Plan for providing annual report by March 15 (SC-7.a)

Monitoring

Rain gauge data (SC-7.b)

Freeboard marker data (SC-7.c and d)

Weekly and daily inspection and deficiency correction procedures (SC-7.e)

Manure transfer records (SC-4.c.f)(SC-7.g)